



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
LOS ANGELES COUNTY INFORMATION SYSTEMS
COMMISSION**

**KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 372
LOS ANGELES, CALIFORNIA 90012**

Monday, November 7, 2011

3:30 PM

Present: Chair Fuhrman, Vice Chair Samulon, Commissioner Huang and Commissioner Ross
Excused: Commissioner William Chen and Commissioner Ying Tung Chen

I. ADMINISTRATIVE MATTERS

1. Meeting to be called to order by Chair Fuhrman. (11-4809)

**The meeting was called to order by Chair Fuhrman at 3:38 p.m.
Commissioner Ross joined the meeting at 3:40 p.m. establishing a quorum.**

2. Approval of the Minutes of September 12, 2011. (11-4810)

**On motion of Commissioner Ross, seconded by Vice Chair Samulon,
unanimously carried, the Commission approved the minutes from the
meeting of September 12, 2011.**

Attachments: [SUPPORTING DOCUMENT](#)

3. Chairman Fuhrman's Report for the meeting of November 7, 2011. (11-4811)

**Chair Fuhrman announced the resignation of Commissioner Katherman
due to increased family responsibilities, effective November 2, 2011.**

4. Staff Report on Correspondence Received, and Department Representative Reports. (11-4812)

**Nyla Jefferson, Staff, Commission Services, distributed information to
remind Vice Chair Samulon and Commissioner Ross of Assembly Bill 1234
Ethics Mandatory Training. Commissioners William Chen and Ying Tung
Chen are also required to take the training.**

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5. Review and Consideration of the Commission's 2012 & 2013 Meeting Schedule. (11-4857)

Ms. Jefferson, Staff, distributed the meeting schedule for 2012 and 2013. Following discussion, Richard Sanchez, Chief Information Officer, offered to hosting the May 7, 2012 Commission meeting at the Chief Information Office (CIO) because the meeting location was pending for that date. Mr. Sanchez also offered the Commission his facility permanently as a meeting location. At the January 20, 2012, the Commission will re-consider the meeting location mentioned on the 2012 and 2013 meeting schedules and discuss further Mr. Sanchez's offer.

Attachments: [SUPPORTING DOCUMENT](#)

II. REPORTS

6. Chief Information Security Officer update on the following:

The network penetration testing for the Department of Public Works (DWP) traffic and lighting systems.

The Civil Grand Jury Final Report pertaining to two information security recommendations.

Robert Pittman, MPA, CISM
Chief Information Security Officer (11-4162)

Robert Pittman, County's Chief Information Security Officer (CISO) from the Chief Information Office (CIO), provided an update on the Network Penetration Test at the Department of Public Works (DPW). Mr. Pittman stated that AT&T was engaged to perform a network penetration test that included five randomly selected wireless access points and an overall security vulnerability assessment of their Traffic and Lighting Management System.

The AT&T services engagement became problematic when it became known AT&T technicians lacked the expertise to appropriately assess the Proxim wireless access point. An effort was made by AT&T to present a "Get Well Plan" that fell short of the County's expectations. Therefore, the County is proceeding with terminating this engagement. Mr. Pittman stated that alternatives will be examined to engage a vendor that has the expertise to perform an assessment of this type. Mr. Pittman will keep the Commission apprised of the CIO's progress.

The Civil Grand Jury Final Report

Mr. Pittman distributed a letter that was adopted on October 4, 2011 by the Los Angeles County Board of Supervisors' on the Response to the 2010-2011 Civil Grand Jury Final Report. In Attachment B of the Grand Jury's final report were the following recommendations for Cyber Security Crime Fighting in the Digital Age:

Recommendation No. 3a

To conduct internal reviews concerning Cyber security and infrastructure protection from Cyber-attacks and terrorism.

To support Recommendation 3a, a competitive solicitation is vital to establish an Incident Response Services/Master Services Agreement with a firm specializing in Cyber security. A retainer type of agreement with a vendor is common practice. A first response scenario includes a request to the CIO to engage vendor to determine if the vendor will discuss the incident on the phone, travel to a location, and will serve as an expert witness, if the County is able to prosecute the violator. Collaboration with the County's District Attorney Office High Technology Crimes Investigation is important because of the availability of opportunities to issue subpoenas and obtain court orders. On an average, annually there are approximately 40-50 incidences of security threats. A statement of work is presently being reviewed by County Counsel.

Recommendation No. 3b

To have CIO employ key third party vendors concerning Cyber security incident response resulting from Cyber-attack on our infrastructure (e.g., water systems and power grid).

This recommendation addresses the use of SCADA (Supervisory Control and Data Acquisition) the switch controls of the dams.

Attachments: [SUPPORTING DOCUMENT](#)

7. Chief Information Office Update:

Leader Replacement System

Risk Management Software overview and its technology outcomes (11-4813)

Leader Replacement System Update:

Greg Melendez, Acting Chief Deputy of the Chief Information Office, reported on behalf of Michael Sylvester, Department of Public Social Services (DPSS) on the Leader Replacement System Project (LRS). He reported DPSS is waiting for the Federal Government to approve the implementation of LRS. Once the State of California and the Federal Government meet to resolve the issues of the State Automated Welfare Systems (SAWS) (there should be one system, the State has three) and health care reform, consideration to implement LRS will be addressed. Also discussed was Sheryl Spiller who is the Acting Chief Deputy of DPSS while Mr. Philip L. Browning is on sabbatical.

Risk Management Software overview and its technology outcome:

The Commission approved Mr. Pittman request to continue this item to the next meeting in order to provide a thorough presentation.

III. MISCELLANEOUS**Matters Not Posted**

- 8. Matters not on the posted agenda, to be discussed and (if requested) referred to staff or placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation or where the need to take action came to the attention of the Commission subsequent to the posting of the agenda. (11-4814)**

Mr. Sanchez stated the largest IT project Los Angeles County will undertake is the Health Department's electronic health records project that is federally mandated for meaningful use by 2014 with a two year extension to 2016. The software is an off the shelf product certified by the Federal government. The Department of Mental Health has a similar project. Chair Fuhrman proposed inviting the Health and Mental Health Departments to the January 20, 2011 meeting to discuss the progress of these projects. The Health Department's Request for Proposals announcement is forthcoming. Both projects are managed services.

Mr. Sanchez, announced the opening of three additional staff positions for the CIO: 1) Replacement of a retired employee; 2) Employment of a lead person to assist in leveraging County purchases and; 3) Employment of a Chief Data Officer who will be instrumental in supporting the collection and sharing of data.

Sr. Associate CIO, Peter Loo, distributed the Los Angeles County Board of Supervisors Information Sharing and Management Policy and the CIO Board Letter Analysis form. The policy establishes a County Information Management Program supported by countywide policies to facilitate information sharing, improve coordination and delivery of services, and ensure the effective use of information technology and data-related assets. The Policy also outlines the responsibilities of the Chief Data Officer, Office of the Chief Information Officer. The policy is before the Audit Committee for approval on November 17, 2011. Supervisors Molina, Knabe and Yaroslavsky support the process of data sharing. The policy was modeled from the CIO ordinance that created the Department. A federal and state mandate requires cooperation and data sharing of the County's DPSS, Department of Children and Family Services, Department of Mental Health and the Health Departments in order to obtain their funding. Mr. Loo will keep the Commission apprised of policy's progress.

The Chief Executive Office and the CIO's First Quarterly Report on Major Information Technology Projects to the Board of Supervisors was distributed by Mr. Sanchez. Also distributed was the CIO Council Leadership Committee (Council) goals/IT Focus Areas consisting of a broad array of topics including social media/portable electronic devices and suggestions from the CIO, Board IT Deputies and interested parties. The report ensures the Board of Supervisors is apprised of major programs/projects the Council is actively addressing. Mr. Sanchez will continue to provide updated quarterly reports to the Commission.

Mr. Sanchez invited Commissioners to attend the GIS Day Event. The GIS Day Event is held at the Department of Public Works Headquarters in Alhambra on November 16, 2011. The GIS application is used to support a variety of County services. Mr. Melendez offered to provide Commissioner Samulon information on the Los Angeles Region Aerial Imagery Consortium (LARIAC), a multi-jurisdiction purchasing arrangement that enables an aerial team to fly over the county and take high resolution photos every two years.

The County has seven different email systems. Mr. Sanchez states consolidating the systems to a single system are somewhat problematic and an expensive proposition at this point. Mr. Melendez iterated IT shared services would address future projects strategies on how to deliver services in a consistent fair manner.

Attachments: [FIRST QUARTERLY REPORT FOR IT PROJECTS](#)
[INFORMATION SHARING AND MANAGEMENT POLICY](#)

Public Comment

9. Opportunity for members of the public to address the Commission on items of interest that are within the jurisdiction of the Commission. (11-4815)

There were no members of the public present to address the Commission.

Adjournment

10. Adjournment for the meeting of November 7, 2011. (11-4816)

On motion of Commissioner Ross and seconded by Commissioner Huang, the November 7, 2011 Information Systems Commission meeting adjourned at 5:17 p.m.